



AIRCRAFT OWNERS AND PILOTS ASSOCIATION

421 Aviation Way • Frederick, MD 21701-4796
Telephone (301) 695-2000 • FAX (301) 695-2375
www.aopa.org

RECEIVED
FEDERAL ELECTION
COMMISSION MAIL ROOM

1999 NOV 17 P 1-59

November 15, 1999

AOPA Political Action Committee
421 Aviation Way
Frederick, Maryland 21701

FEDERAL ID # C 00131185

Public Records Office
Federal Election Commission
999 E Street, NW.
Washington, DC 20463

Dear Ms. Kitchen,

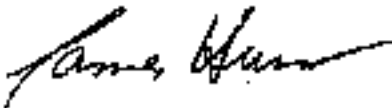
Enclosed you will find responses to the several letters that you sent in reference to AOPA Political Action Committee's FEC monthly reports for the following periods:

- **May Monthly Report (4/1/99-4/30/99)** – The internal procedures for obtaining missing donor information is as follows: On a weekly basis, AOPA Political Action Committee, sends letters to any donor who fails to supply the adequate information for FEC filings. If there is no response from this initial letter, we make another attempt via the telephone, which is documented. If you prefer, copies of these letters can be attached to the appropriate monthly filing.
- **June Monthly Report (5/1/99-5/31/99)** –
 - Lines 11aii & 11aiii "Calendar Year to Date" totals are correct. The mistake was in column A, line 11aii. This amount was corrected with the amount of \$30,309.
 - Your second item was corrected and explained in the first bullet of the June Monthly Report (5/1/99-5/31/99).
 - Your third item was corrected and explained in the first bullet of the above mentioned June Monthly Report (5/1/99-5/31/99).
 - The following are brief descriptions of the following items:
 - **Mutual Service Charge:** This is an expense on AOPA Political Action Committee's books for the use of Aircraft Owners & Pilots Association's (Parent Company) facilities, personnel, equipment, etc.
 - **Marketing Agency:** This expense is for a marketing agency, which assists in the solicitation of donations from members.
- **July Monthly Report (6/1/99-6/30/99)** –
 - Explained first item in above mentioned May report pertaining to missing donor information.
 - Line 11ai of the Detailed Summary Page has been corrected with the amount of \$25,703.
 - Schedule B has been corrected with the full committee name of National Republican Senatorial Committee, which is a federal party.

- **August Monthly Report (7/1/99-7/31/99) –**
 - Clarification of "Mutual Service Charge" was explained in the above mentioned June Report, last bullet.
 - Attached is a separate cover letter with a sample format for your approval.

I apologize for any inconvenience on your part, if you have any questions, please contact myself at (301) 695-2066.

Sincerely,



James Hurst
Assistant Treasurer



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

OCT 27 1999

Roger Myers, Treasurer
Aircraft Owners and Pilots Association
Political Action Committee
421 Aviation Way
Frederick, MD 21701

Identification Number: C00131185

Reference: April Monthly Report (3/1/99-3/31/99)

Dear Mr. Myers:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B of your report to clarify the following description(s): "Mutual Service Charge" and "Marketing Agency". For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

A handwritten signature in cursive script, appearing to read "A. L. Kitchen".

Antoinette Kitchen
Reports Analyst
Reports Analysis Division



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November 8, 1999

David D Collins; AOPA #20503
PO Box 463
South Seaville, NJ 08246-0463

Dear Mr. Collins,

THANK YOU for your recent contribution to AOPA Legislative Action-PAC! Contributions from you and other AOPA Legislative Action supporters ensure the voices representing the interests of general aviation are heard loud and clear in Washington, D.C.

Please take a moment to assist us once again. We are required by federal law to request the following information regarding our PAC contributors. Please provide the information below and return this letter in the enclosed business reply envelope.

Name of Employer/Company: _____

Your Occupation: _____

We appreciate your continued support!

Sincerely,

Lori Wilcom
Supervisor
Member Assistance



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421 Aviation Way • Frederick, MD 21701-4798
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November 8, 1999

Leroy Frantz; AOPA #21134
Marina America Inc.
PO Box 1435
Stamford, CT 06904-1435

Dear Mr. Frantz,

THANK YOU for your recent contribution to AOPA Legislative Action-PAC! Contributions from you and other AOPA Legislative Action supporters ensure the voices representing the interests of general aviation are heard loud and clear in Washington, D.C.

Please take a moment to assist us once again. We are required by federal law to request the following information regarding our PAC contributors. Please provide the information below and return this letter in the enclosed business reply envelope.

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Your Occupation: _____

We appreciate your continued support!

Sincerely,

Lori Wilcom

Lori Wilcom
Supervisor
Member Assistance



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November 8, 1999

Danton D Wirth; AOPA #160073
4800 E Belleview Ave
Littleton, CO 80121-2021

Dear Mr. Wirth,

THANK YOU for your recent contribution to AOPA Legislative Action-PAC!
Contributions from you and other AOPA Legislative Action supporters ensure the voices representing the interests of general aviation are heard loud and clear in Washington, D.C.

Please take a moment to assist us once again. We are required by federal law to request the following information regarding our PAC contributors. Please provide the information below and return this letter in the enclosed business reply envelope.

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Your Occupation: _____

We appreciate your continued support!

Sincerely,

Lori Wilcom

Lori Wilcom
Supervisor
Member Assistance



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421 Aviation Way • Frederick, MD 21701-4798
Telephone (301) 695-2000 • FAX (301) 695-2376
www.aopa.org

November 8, 1999

Joseph F Daugherty; AOPA #228329
PO Box 6
Florence, KY 41022-0006

Dear Mr. Daugherty,

THANK YOU for your recent contribution to AOPA Legislative Action-PAC!
Contributions from you and other AOPA Legislative Action supporters ensure the voices
representing the interests of general aviation are heard loud and clear in Washington,
D.C.

Please take a moment to assist us once again. We are required by federal law to request
the following information regarding our PAC contributors. Please provide the
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Your Occupation: _____

We appreciate your continued support!

Sincerely,

Lori Wilcom
Supervisor
Member Assistance



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

OCT 27 1999

Roger Myers, Treasurer
Aircraft Owners and Pilots Association
Political Action Committee
421 Aviation Way
Frederick, MD 21701

Identification Number: C00131185

Reference: May Monthly Report (4/1/99-4/30/99)

Dear Mr. Myers:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-You must attempt to obtain the full name, mailing address, occupation and name of employer for all individuals who contribute more than \$200 in a calendar year. Please amend your report to include the omitted information.

A committee may establish "best efforts" by providing the Commission with a description of its procedures for requesting the information. It is also in the best interests of the committee to provide a copy of its solicitation. In order to establish "best efforts", the committee must demonstrate that it makes at least one request for the information after the contribution is received. This one request must be made for any solicited or unsolicited contribution that, in the aggregate, exceeds the \$200 threshold and lacks the necessary information.

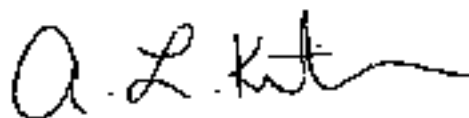
Each solicitation must include a clear and conspicuous request for the information. If a committee receives a contribution that, in the aggregate, exceeds the \$200 threshold but lacks contributor information, the committee must, within 30 days, make a written or oral request for the information. Please note that a written request may not include an additional solicitation or material on any other subject, other than thanking the contributor for the donation, and must include a pre-addressed return post card or envelope for

the contributor's response. An oral request must be documented in writing. Committees must also disclose information that was not provided by the contributor, but is available in any of the committee's records for that current election cycle.

If a committee receives contributor information after the contributions have been reported, the committee shall either a) file with its next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before its next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.3(a)(4)(i) and 11 CFR § 104.7)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

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Antoinette Kitchen
Reports Analyst
Reports Analysis Division

Federal Election Commission

**ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS**

The Commission has added this page to the end of this filing to indicate how it was received.

<input type="checkbox"/> Hand Delivered	Date of Receipt
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<input type="checkbox"/> Postmark Illegible	
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<input type="checkbox"/> Received from the Senate Office of Public Records	Date of Receipt
<input type="checkbox"/> Other (Specify):	Postmarked and/or Date of Receipt
<input type="checkbox"/> Electronic Filing	
<i>SEI</i> PREPARER	<i>11-17-99</i> DATE PREPARED